

RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

July 22, 2019

The regular meeting of the Evansville Town Council of the Town of Evansville, County of Natrona, State of Wyoming, was held at 7:00 p.m. in the Council Chambers of the Town Hall.

The meeting was called to order by Mayor Jennifer Sorenson at 7:00 p.m. and upon roll call the following were present: Mayor Jennifer Sorenson, Council Members Chad Edwards, Joe Knop, Aaron Vigneault and Sheena Hixson, Town Attorney Scott Murray, Town Engineer Shane Porter, Town Treasurer Lexi Erickson, Chief of Police Mike Thompson, Fire Chief Leo Malsom, Assistant Fire Chief Mark Cornett, Public Works Director Ron Emond, Town Clerk Janelle Underwood, and interested citizens.

Mayor Jennifer Sorenson led the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion was made by Chad Edwards and seconded by Joe Knop to approve the agenda. Motion carried.

APPROVAL OF MINUTES: The minutes for the regular meeting on July 8, 2019, were presented for approval. Motion was made by Aaron Vigneault and seconded by Chad Edwards to approve the minutes as written.

WYOMING FINANCIAL AGREEMENT – ADDITIONAL CLAUSES, WAM-JPIC LETTER AND APPOINTMENT OF ADMINISTRATOR: Town Clerk Janelle Underwood advised that she had the Agreement for Consultant Services with Wyoming Financial Insurance, Inc., along with the added language from Town Attorney Mike Lansing for services with Wyoming Financial for the implementation of the Town of Evansville's health insurance and the underwriter being Cigna for the health insurance. Town Clerk Janelle Underwood advised that a letter will need to be sent to WAM-JPIC canceling the Town's health insurance before the end of July to terminate the insurance August 31, 2019, with the new health insurance taking effect September 1, 2019. She also advised that a Plan Administrator will need to be appointed.

Motion was made by Aaron Vigneault and seconded by Chad Edwards to send a letter to WAM-JPIC canceling the health insurance and switching insurance carriers. Motion carried.

Motion was made by Chad Edwards and seconded by Sheena Hixson authorizing the Mayor to execute the Agreement for Consultant Services with Wyoming Financial Insurance, Inc., with the added provisions. Motion carried.

Motion was made by Sheena Hixson and seconded by Aaron Vigneault to appointment Town Clerk Janelle Underwood as the Plan Administrator. Motion carried.

APPROVAL OF BUSINESS LICENSES: Approval of Business Licenses for Integrity Plumbing and RAD Roofing, Inc., were presented to the Governing Body for approval. Motion was made by Chad Edwards and seconded by Aaron Vigneault to approve the business licenses for Integrity Plumbing and RAD Roofing, Inc. Motion carried.

ENGINEER'S REPORT: Town Engineer Shane Porter reported that the 2018 Miscellaneous Water Main Replacement Project is currently out to bid. He stated that bids are due August 1, 2019,

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for this project and that he will have a recommendation on who to award the bid to at the August 12, 2019, Council Meeting. Engineer Porter also stated that he had Draw Down Request No. 4 in the amount of eight thousand nine hundred twenty-eight dollars (\$8,928.00) and that he needed authorization for the Mayor to execute.

Motion was made by Aaron Vigneault and seconded by Chad Edwards authorizing the Mayor to execute Draw Down Request No. 4 in the amount of eight thousand nine hundred twenty-eight dollars (\$8,928.00) for the 2018 Miscellaneous Water Main Replacement Project. Motion carried.

Engineer Porter stated that the plans for the Secondary Access Road Project are close to being complete. He stated that he has submitted the plans to the City of Casper as well as the State Veterans Commission for review and that he is expecting a response from the State Veterans Commission soon. He stated that based on previous conversations with the Cemetery Board, he anticipates the response will not be favorable to the Town of Evansville. Engineer Porter stated that he had a SLIB Grant Drawdown Request No. 3, of which the grant covers 100%, for a total drawdown request of four thousand nine hundred sixty-seven dollars and two cents (\$4,967.02) and that he needed authorization for the Mayor to execute.

Motion was made by Joe Knop and seconded by Sheena Hixson authorizing the Mayor to execute the SLIB Grant Drawdown Request No. 3 in the amount of four thousand nine hundred sixty-seven dollars and two cents (\$4,967.02). Motion carried.

Engineer Porter stated that he had WLC Work Order for Fiscal Year 2019-2020 which authorizes WLC to perform Engineering, Surveying, Planning and Grant Writing Services for the 2019-2020 fiscal year. He stated that the Work Order was reviewed by Town Attorney Mike Lansing. He stated that Mr. Lansing recommended some modifications as presented in Addendum 1, which is attached to the work order. Engineer Porter stated that he has signed the Work Order and asked for approval for the mayor to execute.

Motion was made by Chad Edwards and seconded by Aaron Vigneault authorizing the Mayor to execute the WLC Work Order for FY2019-2020. Motion carried.

Motion was made by Aaron Vigneault and seconded by Sheena Hixson to approve the Engineer's report. Motion carried.


PUBLIC COMMENTS: There were no public comments.

ADJOURNMENT: There being no further business, motion was made by Joe Knop and seconded by Chad Edwards to adjourn at 7:10 p.m. Motion carried.

APPROVED: _____


Jennifer Sorenson, Mayor

ATTESTED: _____


Janelle Underwood, Town Clerk